



Updated April 15, 2020

Child Care Operations Grant Frequently Asked Questions for Providers

What is the Child Care Operations Grant?

The Child Care Operations Grant provides funding to licensed child care providers that remain open and operating during the COVID-19 pandemic. The funding allows programs to meet expenses, including rent, utilities, supplies, payroll, as well as additional health and safety requirements imposed during the pandemic.

How do I apply for funds through the Child Care Operations Grant?

Eligible child care programs are required to complete and submit the [Child Care Operations Grant Payment Agreement](#), including required documentation. Programs need to complete the application, including the address to which the payment will be mailed. The submitted agreement will be reviewed and processed by the Utah Office of Child Care.

Are all licensed child care programs eligible to receive funds through the Operations Grant?

Only licensed programs that are open and operating are eligible for these funds. These programs must meet the following additional requirements:

1. Operate with a license in good standing by the Department of Health's Child Care Licensing program.
2. Comply with the [Emergency Conditions for Child Care Order](#) issued on March 25, 2020, by the Child Care Licensing program.
3. Not operate under an Emergency Child Care License in the One Utah Child Care system.

Is there a deadline for submitting the Operations Grant Payment Agreement?

There is no deadline for submitting the agreement. However, new applications will not be accepted after the Department of Workforce Services determines that the COVID-19 pandemic no longer limits child care programs from regular business operations.

How will the amount of my Operations Grant be calculated?

The grant will cover 75% of the difference between the one-month average of your January 2020 and February 2020 monthly tuition income, and all Workforce Services-issued or obligated* child care subsidy payments on the date the funding amount is calculated by the Utah Office of Child Care.

**Note: Any compensation to programs participating in the One Utah Child Care system will also be deducted from the balance.*

Programs will be required to submit bank statements and other documentation validating the tuition amounts received in January and February and provide the subsidy amounts and One Utah Child Care payments issued by Workforce Services in the month of application. The department will calculate the final payment amount.

How will I be paid?

Upon approval, Workforce Services will send your program a check each month with the approved amount of funds. Programs will be paid monthly and checks will be mailed to the business address provided in the agreement.

How many months will I receive payment through the Operations Grant?

At this point, payments will be issued monthly to programs that remain open and operating, and will continue until Workforce Services determines the COVID-19 pandemic no longer limits child care programs from regular business operations.

What if I temporarily close my child care program after receiving an Operations Grant payment?

Child care programs receiving Operations Grant funding are required to notify the Office of Child Care by emailing occ@utah.gov if they temporarily close their programs during the COVID-19 pandemic. Temporarily closed programs will not be issued subsequent grant funds. Programs that decide to temporarily close after receiving an Operations Grant payment and fail to notify the Office of Child Care will be issued an overpayment by Workforce Services that will be recouped in accordance with with Utah Administrative Code R986-700-731.1 (see [Utah State Bulletin, April 1, 2020, Vol. 2020, No. 7, page 45](#)).

If I have additional questions, who can I contact?

Please email the Office of Child Care at occ@utah.gov.